

Corporate, Performance and Budget Scrutiny Committee

Monday, 12th June, 2023, 6.00 pm

Shield Room, Civic Centre, West Paddock, Leyland PR25 1DH and [Youtube](#)

Agenda

1 Apologies for Absence

2 Declarations of Interest

Members are requested to indicate at this stage in the proceedings any items on the agenda in which they intend to declare an interest. Members are reminded that if the interest is a Disclosable Pecuniary Interest (as defined in the Members' Code of Conduct) they must leave the room for the whole of that item. If the interest is not a Disclosable Pecuniary Interest, but is such that a member of the public could reasonably regard it as being so significant that it is likely that it would prejudice their judgment of the public interest (as explained in the Code of Conduct) then they may make representations, but then must leave the meeting for the remainder of the item.

3 Quarter Four Performance Monitoring Report 2022-2023

(Pages 3 - 24)

Report of the Director of Change and Delivery attached.

4 Revenue Budget Outturn 2022-23

(Pages 25 - 46)

Report of the Director of Finance attached.

5 Capital and Balance Sheet Outturn 2022-23

(Pages 47 - 66)

Report of the Director of Finance attached.

6 Committee Matters

6a Meetings and training attended by Members

6b Cabinet Forward Plan

[The latest version of the Forward Plan can be found on the Council's website by clicking here.](#)

6c Arrangements for Committee Training and Workshop

Chris Sinnott
Chief Executive

Electronic agendas sent to Members of the Corporate, Performance and Budget Scrutiny Committee Councillors Will Adams (Chair), Michael Green (Vice-Chair), David Howarth, Will King, Nicky Peet, Pete Pillinger and Haydn Williams

The minutes of this meeting will be available on the internet at www.southribble.gov.uk



Report of	Meeting	Date
Director of Change and Delivery (Introduced by Leader of the Council and Cabinet Member (Policy, Reform and Communications))	Corporate, Performance and Budget Scrutiny Cabinet	Monday, 12 June 2023 Wednesday, 21 June 2023

Quarter Four Performance Monitoring Report 2022-2023

Is this report confidential?	No
Is this decision key?	No

Purpose of the Report

- To provide Cabinet with a position statement for the Corporate Strategy for quarter four (Jan – Mar) 2022/23.

Recommendations to the Scrutiny and Budget Performance Panel

- The Corporate, Performance and Budget Panel are asked to consider the report and make comments and recommendations to the Cabinet.

Recommendations to Cabinet

- Cabinet is asked to note the report.

Reasons for recommendations

- The Council's performance framework sets out the process for reporting progress against the objectives of the Corporate Strategy. Robust monitoring ensures that the Council continues to deliver its priorities and achieves the best outcomes for residents.

Other options considered and rejected

- N/A

Corporate priorities

- The report relates to the following corporate priorities:

An exemplary council	Thriving communities
A fair local economy that works for everyone	Good homes, green spaces, healthy places

Executive summary

- A new Corporate Strategy was approved at Council on 23 November 2022 refreshing the delivery programme and performance measures. This report presents the performance progress at the end of quarter four 2022/23 and reflects delivery between 1 January and 31 March 2023.

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8. The overall performance of the Corporate Strategy projects is good. Of the 14 projects in the strategy, 86% (12) are rated green or complete; and 14% (two) are rated amber.
9. To keep in line with the financial year, reporting against the performance indicators related to the refreshed Corporate Strategy approved in November 2022, will be reported at the end of quarter one 2023/24. The final outturn of performance indicators related to the previous Corporate Strategy are included in this report and at appendix one.
10. Of the 18 performance indicators used to monitor the Corporate Strategy, 14 can be reported at the end of the quarter four. Of those with targets, 67% (eight) are performing better than target; 8% (one) is performing worse than target and within the permitted 5% tolerance; 17% (two) are performing worse than target and outside the permitted 5% tolerance. One has no target and is monitored against its trend, and two are being baselined. (Resident survey indicators are excluded from the total number of indicators as these are reported biennially and have been reported in quarter three (2021/22).
11. Of the 11 key organisational performance measures, all can be reported at the end of the quarter. 73% (eight) are performing better than target; 9% (one) is performing worse than target and within the permitted 5% tolerance; 18% (two) are performing worse than target and outside the permitted 5% tolerance.




Background to the report

12. At Council on 23 November 2022, the Corporate Strategy was updated and refreshed to ensure that the strategy remained fit for purpose and responsive to the needs of the borough.
13. The four priorities identified in the strategy are:
 - An exemplary council,
 - Thriving communities,
 - A fair local economy that works for everyone,
 - Good homes, green spaces, healthy places.
14. Activity and resources are targeted towards 14 priority projects which are delivered over a period of 12-18 months and measured using 29 performance indicators.
15. A colour rating system is used to indicate status whereby:

Projects

RED	Off track
AMBER	Forecast delays or concerns, an early warning of issues
GREEN	On track and progressing as planning

Performance Indicators

	Worse than target, outside threshold
	Worse than target but within threshold (5%)
	Performance is better than target

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THRIVING COMMUNITIES

A PLACE WHERE:

Residents have positive mental health

People get involved and have a sense of belonging

Communities can access services and support when they need them

Achievements this quarter

16. Planning has been underway during the quarter for the return of Music in the Park event, scheduled to take place on the Bank Holiday Sunday 28 May 2023 in Worden Park. Music in the Park 2023 will feature headline acts selected to attract a diverse audience. The planning work completed this quarter includes the development of the site layout and event management plan, accepting traders, securing the infrastructure, and marketing the event to maximise ticket sales. Ticket sales have been strong and engagement around the event has been very positive in response to the Council's commitment to getting communities involved and promoting a sense of belonging. Going forward, the event management plan and site set up will be completed and further marketing will be undertaken leading up to the event.
17. The project to implement a social prescribing service for South Ribble and work with partners to enhance provision, address health inequalities and improve outcomes has progressed this quarter with interviews being held to recruit three Social Prescribing Link Workers. The social prescribing service will take referrals from key partner-based agencies in South Ribble including the Primary Care Networks (PCN) to refer people to a range of local, non-clinical services that can support sustainable wellbeing. The scheme could include a range of referral activities include volunteering, arts activities, group learning, gardening, befriending, cookery, healthy eating advice, a range of sport and can assist people with access to financial advice, income maximisation and wellbeing support. Looking ahead the project will design a training programme, identifying appropriate providers and include mandatory health coach training for all Social Prescribing Link Workers involved in the service. Work will be undertaken to identify key referral pathways with partners to ensure there are effective referrals into the right services. The social prescribing service is expected to be launched in July 2023.
18. As part of the Council's commitment to investing in the local community an ambitious programme has been established to develop local community infrastructure across the borough. The project will work with partners and community groups to develop new provisions and enhance existing provision with a focus of supporting young families, older people, socially isolated and young people. This includes establishing a South Ribble Family Wellbeing Centre, developing a community grants programme to support improvement to spaces, develop a policy outlining the approach for assessing community assets that require investment from the Council and develop a directory of youth activities and provision. Over quarter four, a 'directory of services and activities' brochure has been created and shared with the Social Isolation Network and wider partners. A mapping exercise of existing community assets and provision has also been undertaken to better understand where they may be potential gaps. Ensuring that all residents regardless of financial, social, or geographical barriers have accessible provisions that supports their needs.

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19. The Cost of Living action plan providing practical financial support to households including advice and access to services that promote resident wellbeing has progressed this quarter with the delivery of round three of the Household Support Fund. The fund of £340k has been used to provide an essential life line to eligible residents and families, supporting with essential items such as food and hygiene products, utilities (gas, water charges and electricity), and home energy efficiency adaptations such as replacement boilers and household insulation. It has been confirmed that the council will receive funding in round four of the Household Support Fund with the value yet to be confirmed. A 'Cost of Living' webpage has been developed on the South Ribble council website, providing a central place of information to support vulnerable residents and communities through the cost of living crisis. Some examples of information available on the webpage includes support with energy bills, warm welcome campaign, foodbanks and community shops, mental health, and wellbeing and much more. Going forward, the project will deliver the half-term Holiday Activity and Food (HAF) programme, the Warm Welcome Campaign, and the community pop-up bike shop programme.

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Performance of key projects




20. There are four key projects included in the 2023/24 Corporate Strategy under this priority at the end of quarter four and overall performance is good.
21. Four projects are rated as green, meaning they are progressing according to timescales and plan:
 - Deliver Music in the Park 2023,
 - Develop social prescribing in South Ribble,
 - Create community support spaces,
 - Deliver the Cost of Living action plan.

Key Performance Indicators



22. At the end of quarter four, four of the eight corporate performance indicators under this priority are due to be reported.
23. Two indicators are performing on or better than target:
 - Number of residents participating in activities delivered by the council,
 - The number of claimants as a proportion of resident population of area aged 16-64 is better than North West average.
24. One indicator cannot be reported this quarter as the data is currently unavailable and cannot be drilled down to a level that reflects digital training delivered exclusively for South Ribble. The council is working closely with partners to ensure that systems and agreements are in place to ensure that the data can be reported from quarter two 2023/24.
 - Number of people who have successfully completed basic digital skills training
25. One indicator is rated off track and outside of the 5% threshold:
 - Number of new savers with Unify Credit Union in South Ribble

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Key Performance Indicator	Polarity	Target	Previous Quarter	Quarter 4 2022/23	Symbol	Trend
Number of new savers with Unify Credit Union in South Ribble	Bigger is better	200	83* (Q3:2022/23)	104		Better than Q4 2021/22
Reason Below Target:	The Credit Union target for new savers has remained off track for the past year. The Credit Union management team highlight challenges linked to the rising cost of living, with the consequence that regular saving becomes less of a priority as household budgets become squeezed. There is still opportunity to improve the profile of the Credit Union through greater local promotion and engagement with businesses and local communities, encouraging the long-term benefits of organised saving.					
Action Plan:	<p>There has been positive action to plan engagement events with the Credit Union. Within the quarter, Unify took the opportunity to undertake networking with businesses at the Shout network to encourage their employees to sign up. Following the elections, further engagement will now take place in June/July with the Chair and Vice Chairs of the Community Hubs to raise awareness and identify ways to promote the Credit Union offer to local communities directly.</p> <p>Over the next quarter the council will be using its communication channels to promote the services of the Credit Union to build its profile. There are social media posts scheduled as well as promoting key new products. For example, a new Christmas Saver account has been launched to enable savers to put some money away on a regular basis throughout the year so that Christmas can become more manageable. It provides an alternative to other Christmas savings clubs, as it simply provides the cash back rather than vouchers so that in November and December customers withdraw a lump sum with no restrictions on how they can spend it. The average household spends £642 on Christmas and with the ongoing cost of living crisis so this will help to mitigate financial pressures on families.</p> <p>Regular monitoring is undertaken with the Credit Union to look at all areas and understand if there are any issues with regards to its sustainability and how it is supporting people. At the end of year, we have been able to see a very positive position in that there are savings of over £200k and additionally, over £180k in savings generated through over the 600 loans that have been provided. From the next quarter the measure to be reported will focus on savings generated through family loans which represent the most popular type of loan provided through the credit union facility.</p>					



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AN EXEMPLARY COUNCIL

A COUNCIL THAT:

Delivers high performing services that represent value for money

Understand the community and work with partners to make things better

Is open and transparent in its activities

Achievements this quarter

26. The council has an ambitious transformation programme that includes delivering improvements to ensure high quality and responsive services. In quarter four, a single operating model for Property and Development as well as Pest Control was successfully implemented, with both teams now operating on a shared basis with Chorley Borough Council. This forms part of the wider programme of shared services, which will provide greater capacity, more resilience, and create development opportunities for staff. As part of the transition, team building sessions were delivered by an external training provider in order to establish connections, promote shared understanding, and develop relationships within the merged teams. Listening sessions have also been hosted, which have identified key priorities, solved barriers, and celebrated past achievements in collaboration with officers and managers to develop high quality and responsive council services.
27. The project to deliver improvements to the Civic Centre workspace is currently being developed and scoped to improve the working environment at the Civic Centre. The aim is to provide a modern, attractive working space to facilitate new working models, improve staff morale, and promote collaboration and maximise space in the building. The options that are being explored include making the best use of space and technology in the conference centre and also the currently vacant space on the top floor. Feasibility work will be reviewed over the next quarter to inform the next steps.
28. The Chorley and South Ribble Partnership continues to drive forward the way we work with partners to share intelligence to target areas of need within communities and design services to match. The shared data and Intelligence dashboard was reviewed with partners in March 2023 and feedback gathered providing partners with the opportunity to influence how it needs to look. Having a single view of our communities should help to coordinate activity and resources for the benefit of communities, rather than individual organisations each taking different approaches.
29. The Partnership is working with health organisations to implement changes proposed by the Integrated Care Board. This has involved making sure that local priorities for South Ribble are reflected in the plans and ways of working. The proposals should see more coordination of services at a local level through an 'integrated team' approach which will bring together key teams from community health services, adult and children's services and the council to deliver services within the borough, known as 'place based working'. An initial trial will focus on early years and family support, particularly school readiness. A review will be undertaken of the membership and structure of the Chorley and South Ribble Partnership Executive Board to ensure that a place-based partnership model can be incorporated into its existing structures.

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Performance of key projects



30. There are three key projects included in the 2023/24 Corporate Strategy under this priority and at the end of quarter four, overall performance is good.
31. Three projects are rated as green, meaning they are progressing according to timescales and plan:
 - Continue to develop high quality and responsive council services
 - Deliver improvements to the Civic Centre workspace
 - Work with partners to improve services that are flexible and responsive to local need

Key Performance Indicators



32. At the end of quarter four, two of the five corporate performance indicators under this priority is due to be reported.
33. One indicator is rated green and on track:
 - At least 40% of service requests will be received via self-service channels,
34. One indicator cannot be reported this quarter as there is no system in place currently to collect this data. Progress is underway to implement a system to collect customer satisfaction data and will be available to be reported from quarter two 2023/24.
 - More than 80% of customers will be satisfied with the service



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A FAIR LOCAL ECONOMY THAT WORKS FOR EVERYONE

A COUNCIL THAT:

**Increases access to
training and jobs**

**Grows and supports
sustainable businesses**

**Invests in improving the
borough**

Achievements this quarter

35. The South Ribble Economic Strategy was finalised and approved at Cabinet in February 2023. The Economic Strategy aims to set out clear ambition and vision for South Ribble with a focus on four key areas which are:
- 'Space and Place' to create the right conditions for business to grow;
 - 'Workforce and Skills' providing the right skills, training, and people;
 - 'Employability' working with communities to remove any barriers to employment;
 - Business Support – offering tailored assistance to respond to business needs.

Each priority is accompanied by a number of objectives and supporting actions set out in the strategy. Success measures have been identified to monitor the effectiveness of the strategy and help to provide a strong local economy within South Ribble.

36. The council has successfully launched the Business Energy Efficiency (BEE) scheme, which was launched in December 2022 following approval at Cabinet. The scheme offers businesses fully funded energy use audits and provides council grant support to enable businesses to implement the recommended energy saving (carbon reduction) measures. Applicants are processed as they complete the energy audits and will progress to grant stage until the identified budget (£200k) is depleted. The aim of the scheme is to prevent businesses from closing by supporting to reduce their energy usage, which will reduce their business energy costs and reduce the carbon footprint, contributing to the longer-term carbon reduction targets of the council. Since the launch of the scheme 90 applications have been received and two grant offers have been made to businesses for implementation.
37. The South Ribble Skills Factory was launched on the Business in South Ribble website in February 2023 as a dedicated skills hub providing impartial advice, skills, training and recruitment support to business and free skills, apprenticeship, and employment support to residents of all ages across South Ribble. Over the quarter, a skills and job matching website has been created that matches businesses with local residents and tradespeople (e.g. plasterers, bricklayers, joiners etc) who are registered with the Skills Factory and are actively seeking work opportunities. Marketing materials have been created and the Skills Factory was showcased at the Lancashire business Expo 2023 along with the launch of the Economic Strategy. To support businesses and people seeking jobs and careers information, the Skills Factory also attended apprentice and career expos over March 2023. Going forward, the Skills factory will develop the website and commission skills and employment support; raise the Skills Factory profile with more events and activities with partners; and support careers delivery in schools and encourage local businesses to sign up to the Lancashire Skills Pledge.

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38. Performance of key projects



39. There are four key projects included in the 2022/23 Corporate Strategy under this priority.
40. Three projects are rated green, meaning they are progressing according to timescales and plan:
- Deliver the Economic Strategy
 - Develop green energy schemes for local business
 - Deliver the South Ribble Skills Factory
41. One project is rated amber:
- Develop town centres as vibrant multi-use spaces

Develop town centres as vibrant multi-use spaces		AMBER
Issue:	Ahead of entering a critical phase of delivery, a further review of the Town Deal programme has been commissioned to provide assurance on the scheme, procurement, and planning strategies. An external consultant will review the current position to ensure that any future risks are identified and mitigated. The amber rating highlights the potential for a delay however given the size and complexity of the programme this is an important step to ensure that ultimately the scheme is delivered successfully to time and budget.	
Action Plan - What will be done:	Following this review, the implementation of identified actions will be programmed through consultation with the appropriate stakeholders. Indicative timescales have been provided and work is ongoing to maintain the schemes overall delivery timescales.	

Key Performance Indicators




42. At the end of quarter four, all five corporate performance indicators under this priority are due to be reported.
43. Three Indicators are performing on or better than target:
- Overall employment rate greater than North West average,
 - Median Workplace Earnings better than the National Average,
 - % 16 -17year olds not in education or training (NEET).
44. One indicator is being baselined:

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- The total social value delivered locally through the Social Value portal.

45. One indicator is rated off track and outside of the 5% threshold:

- Median Earnings by Residence (residents of South Ribble) will be better than the National Average).

Key Performance Indicator	Polarity	Target	Previous Quarter	Quarter 4 2022/23	Symbol	Trend
Median Earnings by Residence (residents of South Ribble) will be better than the National Average)	Bigger is better	£642.20	-	£580.30		New for 2022/23
Reason Below Target:	The Median Earnings by Residence (residents of South Ribble) is based on a small sample of employee jobs, not including those that are self-employed and is impacted by the economic conditions of South Ribble. Many residents work outside of the area and commute to neighbouring districts (Preston and Chorley), which has a direct impact on the median earnings by residence.					
Action Plan:	The South Ribble Economic Strategy has been approved to take a strategic approach to providing the conditions for businesses to thrive and residents to progress good careers and increased earnings. The strategy will direct our activities for the next three years to 2025, with flexibility to adapt and react to economic changes and opportunities.					



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GOOD HOMES GREEN SPACES HEALTHY PLACES

A BOROUGH WITH:

A choice of decent, affordable housing

Commitment to protecting the local environment

A choice of quality recreational activities

Achievements this quarter

46. The affordable and energy efficient homes on the former McKenzie Arms site have been completed in April 2023. As part of the council's commitment to deliver affordable, quality homes to meet the needs of local communities there are three, three-bedroom townhouses, nine one-bedroom apartments and three two-bedroom apartments on site. The homes meet all current space and energy standards which aim to give a high level of comfort, using very little energy for heating and cooling; providing a reduction in energy bills, excellent indoor air quality which will help alleviate allergies and respiratory problems and will work towards the Council's net zero carbon targets. The new homes will be let on an affordable rent basis through the Select Move system, with Progress Homes managing the properties on behalf of the council. The Jubilee Garden Scheme has progressed this quarter with ongoing discussions with contractors to reduce the cost of the scheme to meet the available budget. Homes England have approved the reprofiling of their £6 million investment to commence later in the year aligned to the reprofiled delivery programme. Looking ahead to next quarter, the design team will be appointed to update the technical designs and surveys altering the scheme from 72 beds to 75 beds and planning permission will be sought.
47. As part of the Council's continued investment into local green spaces and play areas, the council will be delivering a number of improvement schemes to enhance the quality and accessibility of play areas in South Ribble. The project will deliver improvements to playgrounds at Ryden Avenue (Leyland), Hutton, Longton, New Longton and King George V Playing Field Playground (Penwortham). Following consultation undertaken in 2022 via Citizen Space with the local community, in quarter four a tender process has been undertaken to refurbish the toddler playground at Ryden Avenue and the toddler/junior playground at Hutton. At Ryden Avenue refurbishment works will include the replacement of equipment, a carpet surface and the existing toddler roadway will get new line markings and signs. At Hutton play area works will include the replacement of the equipment and bark pit edgings. Refurbishment works to the initial play areas are expected to take place over quarter two.
48. As part of the ongoing commitment to becoming net-carbon zero, protecting the local environment and addressing the issues of the climate emergency work has progressed with a number of activities including the launch of the Biodiversity Action Plan consultation through Citizen Space to gather the views of residents and help shape the action plan to support biodiversity locally. Phase one installation of 19 on street electric vehicle resident charge points (OSRC) has been completed and is awaiting connection from the Distribution Network Operators (DNO). Additionally, a grant funding application for phase two OSRC has been submitted, and if successful will see an additional 21 electric vehicle charging points and 42 charging bays across the borough. The council has been successful in receiving £53K government funding and matched a further £20K toward the development of an Air Quality school project. The project will allow a year group from each primary school to have a free 4-hour educational session at the Eco Centre focussing on air quality related activities. As part of the project, all primary schools in the borough, irrespective of wealth,

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geographic and demographic barriers, will have equal access to the Clean Air Crew website/messages and will help schools better promote air quality in their communities. The council has met its ambitious targets for tree planting, with 28,586 trees planted in 2022/23. Going forward, the council will plant an additional 27,500 trees in 2023/24. The Air Quality School project will launch, and the Biodiversity Action Plan will be presented to Council for approval.

Performance of key projects

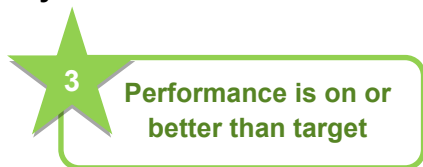


49. There are three key projects included in the 2022/23 Corporate Strategy under this priority.
50. Two projects are rated as green, meaning it is progressing according to timescales and plan:
 - Complete a programme of improvements to local play areas across the borough
 - Deliver the Climate Emergency Strategy
51. One project is rated amber:
 - Deliver affordable, quality homes to meet the needs of local communities

Deliver affordable, quality homes to meet the needs of local communities		AMBER
Issue:	<p>The project is rated Amber based on delivery of the programme for Jubilee Gardens being delayed due to the lowest tender price being considerably in excess of the available budget within the approved Capital programme.</p> <p>Following conclusion of the initial contract the Council have engaged with multiple contractors to determine the most appropriate procurement route and engagement has commenced with a proposed Contractor.</p>	
Action Plan - What will be done:	<p>To ensure that the Council achieves value for money, the contractor will support a review of the designs to consider options that will achieve overall construction cost reduction.</p> <p>The design team has been appointed to update the technical design and survey in line with the scheme as amended to provide 75-beds which will require further planning permissions. These are due to be submitted in quarter one and considered by planning committee in August 2023.</p>	

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Key Performance Indicators



52. At the end of quarter four, five of the eight corporate performance indicators under this priority are due to be reported.
53. Three indicators are performing on or better than target:
- The number of individuals who complete a health check (screening) by a member of the Active Health Team,
 - 27,500 trees will be planted in the borough this year,
 - Number of affordable homes delivered.
54. One Indicator is being baselined:
- The number of wellbeing sessions delivered by the Active Health Team.
55. The following indicator is monitored against trend with an update provided below:
- The number of people who are prevented from becoming homeless or have had their homelessness relieved.

Key Performance Indicator	Polarity	Previous Quarter	Quarter 4 2022/23	Trend
The number of people who are prevented from becoming homeless or have had their homelessness relieved (Cumulative)	Bigger is better	136 (Q3:2022/23)	181	Worse than Q4 2021/22
Trend:	<p>Over quarter four there were 45 homelessness preventions. The main contributing factors to the presentations received this period are:</p> <ul style="list-style-type: none"> • Family and friends not willing to accommodate individuals; • The ending of assured shorthold tenancy in the private sector; • Relationships breaking down / domestic violence. <p>As in previous quarters, duty to refer cases are regularly received from other agencies and individuals presenting tend to have complex needs beyond just a housing need, which tends to be more difficult to resolve.</p> <p>There remains a shortfall in access to suitable housing, with many private sector tenancies coming to an end. Landlords are continuing to sell their properties due to a combination of factors. There has also been a significant increase in the number of individuals on the social housing register. These challenges reflect the situation nationally and the situation reported by the councils attending the recent Lancashire Homeless Forum.</p>			

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Key Performance Indicator	Polarity	Previous Quarter	Quarter 4 2022/23	Trend
The number of people who are prevented from becoming homeless or have had their homelessness relieved (Cumulative)	Bigger is better	136 (Q3:2022/23)	181	Worse than Q4 2021/22
Action Taken:	<p>The council have been working with Lancashire County Council to deliver nine bed spaces for single/couples with complex needs and this is due to be available subject to a sign off meeting at the end of May 2023. Referrals to the complex need accommodation have now been made and interviews for this are taking place in May 2023.</p> <p>The new allocations policy which was presented at Cabinet in January 2023 is now out for consultation, with a drop-in session taking place at the Civic Centre on 24 May 2023.</p> <p>A meeting has taken place with the Department of Levelling Up Housing and Communities to develop an action plan with a focus of strengthening preventions and reliefs before people need emergency accommodation. Further meetings are to take place over the next quarter.</p> <p>The work of the external consultant conducting a full-service review has now completed. The findings have been reviewed by the homelessness team and a report will go into the senior management team to agree an action plan.</p>			

Key organisational performance measures

56. At the end of quarter four, there are 11 key organisational performance measures due to be reported. A full list of the performance indicators is included in appendix 2.




57. Of the 11 key organisational performance measures, eight are on track and performing better than target:
- Number of households in temporary accommodation at the end of the quarter will be reduced
 - Number of accidents reported to Health and Safety from work related activity,
 - Number of accidents reported to Health Safety Executive for work related activity (RIDDOR),
 - Number of near misses reported and acted upon,
 - The average number of working days from Disabled Facilities grant referral received from LCC to application approved,
 - % planning applications decided within 8 weeks (minor / other applications),
 - Percentage of calls to Gateway/Call Centre answered within 90 seconds
 - Percentage of Council Tax collected (Cumulative YTD).

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58. One is performing worse than target and within the permitted 5% tolerance:
- Percentage of Business Rates (Cumulative YTD),
59. Two performance measure are rated off track and are performing worse than target, and outside the 5% threshold:
- % of calls abandoned before being answered in a quarter,
 - % planning applications decided within 13 weeks (major applications),

Key Performance Indicator	Polarity	Target	Previous Quarter	Quarter 4 2022/23	Symbol	Trend
% of calls abandoned before being answered in a quarter	Smaller is better	15%	20.67% (Q3:2022/23)	23.80%	▲	Better than Q4 2021/22
Reason Below Target:	<p>Quarter four is an extremely busy period for the contact centre with garden waste, council tax annual billing and local elections enquires all at a peak. Despite this performance shows significant improvement with the percentage of calls abandoned decreasing by 13% when compared to the same period in 2022. The average wait time has significantly improved during March 2023 at 2 minutes 40 seconds compared to an average wait of 8 minutes 12 seconds during quarter four last year.</p> <p>Inbound calls to the contact centre may be abandoned for a variety of reasons. Reasons for abandoned calls include callers opting to use online services promoted in the welcome message or being distracted with a knock at the door or an incoming phone call. Over quarter four 40.5% of calls were abandoned by the caller within 90 seconds.</p>					
Action Plan:	<p>In response, a number of actions and initiatives have been put in place and are progressing to help the council meet its targets. These include:</p> <ul style="list-style-type: none"> A new Customer Access Charter has been adopted. The Charter will provide consistent customer experience across all contact channels and achieve quick and effective resolutions at the first point of contact through direct access to service specialists. This approach has already been accelerated for Revenues and Benefits specialists who have received training and are now resolving inbound calls to minimise handovers and ensure a streamlined service with the best possible experience for the customer. Further recruitment of 12 apprentices is underway to provide additional resources. This will expand the apprentice programme to up to 24 posts in the Customer Service team The apprentice programme is progressing well with an extensive training and development plan established for the current 12 apprentices. The programme so far has included developing knowledge to support with garden waste, waste and recycling, annual billing, and elections enquiries. Further training has been scheduled over quarter one on other high-volume contacts such as housing benefit claim forms and council tax recovery enquiries Automation of processes continue to be explored and implemented to deliver efficient service delivery 					

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	<ul style="list-style-type: none"> The shared operating model continues to be utilised to provide increased capacity and resilience during peak periods of demand <p>Performance in the Contact Centre performance is expected to improve as service developments continue to be implemented.</p>					
Key Performance Indicator	Polarity	Target	Previous Quarter	Quarter 4 2022/23	Symbol	Trend
% planning applications decided within 13 weeks (major applications)	Bigger is better	80%	75% (Q3:2022/23)	66.6%		Worse than Q4 2021/22
Reason Below Target:	The percentage of planning applications decided in 13 weeks has been rated as off track this quarter due to an increased level of applications being deferred from Planning Committee for further discussions. This has had an impact on the number of applications which have been considered within their statutory timeframe. In some cases, applicants are unwilling to agree extensions of time as this allows them to opt for an appeal for non-determination if they so wish.					
Action Plan:	<p>Applications should be considered at the Committee when they are first presented, as the development has been optimised in terms of amendments and improvements by the council's planning officers.</p> <p>In order to ensure that timescales can be achieved the following actions will be pursued:</p> <ul style="list-style-type: none"> Reports will be written clearer setting out what amendments and changes have been achieved through the planning process prior to the report being put before members at planning committee The council will continue attempts to secure extension of time with applicants. 					

Climate change and air quality

60. The work noted in this report will have a positive impact on climate change and air quality. This includes the corporate project to deliver early stage decarbonisation efforts and community engagement, which includes actions to improve our environmental performance and deliver decarbonisation initiatives.

Equality and diversity

61. Equality and Diversity is embedded within the corporate strategy and how the council acts. An equality impact assessment was undertaken as part of the corporate plan refresh.

Risk

62. Risk registers are being completed for each project which will inform the wider risk assessment on an ongoing basis for the corporate strategy.
63. In considering the risk to the overall corporate strategy programme, the number of green rated projects provides a positive outlook and confidence in delivery. Proactive

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management of risks around budgets and the impact of Covid recovery remain a focus of the programme board when reviewing progress each quarter.

Comments of the Statutory Finance Officer

64. There are no direct financial implications arising from this report. The impact of performance on the financial position of the Council is reflected in the quarterly financial monitoring reports.

Comments of the Monitoring Officer

65. There are no concerns with the report from a Monitoring Officer perspective. Progress and performance is reported against the Corporate Strategy and Key Performance Indicators. This is part of our commitment to acting in an open and transparent fashion.

Background documents

- Corporate Strategy, approved at Council on 23 November 2022




Appendices










- Appendix 1 - Performance of the Corporate Strategy Measures Outturn 2022/23
- Appendix 2 - Key Organisational Performance Measures

Report Author:	Email:	Telephone:	Date:
Howard Anthony, Michael Johnson (Interim Shared Services Lead - Transformation and Partnerships, Policy Officer (Engagement) Performance and Policy Officer)	howard.anthony@southribble.gov.uk, mjohnson@southribble.gov.uk	01772 62 5625	10/05/2023

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Appendix 1 – Performance of the Corporate Strategy Measures Outturn 2022/23

 Worse than target, outside threshold (5%)	 Worse than target but within threshold (5%)	 Performance is better than target
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Indicator Name	Polarity	Target	Previous Quarter (Reported)	Quarter 4 2022/23	Symbol	Trend
An Exemplary Council						
At least 40% of service requests will be received via self-service channels	Bigger is better	40%	32.30% (Q3:2022/23)	54.70%		Better than Q4 2021/22
The percentage of households living in fuel poverty will be better than the North West average	Smaller is better	14.4%	10.8% (Q1:2021/22)	10.5% (Q1:2022/23)		Better than Q1 2021/22
More than 80% of customers will be satisfied with the service (Quarterly)	Bigger is better	80%	-	To be reported Q2 2023/24	-	-
Thriving Communities						
Number of new savers with Unify Credit Union in South Ribble (Cumulative)	Bigger is better	200	83* (Q3:2022/23)	104		Better than Q4 2021/22
Number of claimants as a proportion of resident population of area aged 16-64 in South Ribble will be lower than the North West average	Smaller is better	4.4%	2.4% (Q3: 2022/23)	2.4%		Better than Q4 2021/22
Number of residents participating in activities delivered by the Council (Cumulative)	Bigger is better	400	6,259 (Q3:2022/23)	7,742		New for 2022/23
Number of people who have successfully completed basic digital skills training	Bigger is better	300	-	To be reported Q2 2023/24	-	-
The percentage of the population with NVQ level 3 or above will increase	Bigger is better	60.6%	53.1% (Q4:2021/22)	Data Unavailable	TBC	TBC
A fair local economy that works for everyone						
Overall employment rate greater than north west average	Bigger is better	73%	85.4% (Q3:2022/23)	84.7%		Better than Q4 2021/22
% 16 -17year olds not in education, employment, or training (NEET)	Smaller is better	3.5%	2.6% (Q3:2022/23)	2.6%		Better than Q4 2021/22
The total social value delivered locally through the Social Value portal	Bigger is better	Target to be set 2022/23	£ 63,430.94 (Q3:2022/23)	£63,430.94	N/A	New for 2023/24
Median Workplace Earnings better than the National Average	Bigger is better	£642.00	-	£620.20		New for 2022/23
Median Earnings by Residence (residents of South Ribble) will be better than the National Average	Bigger is better	£642.20	-	£580.30		New for 2022/23

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Good homes green spaces healthy places

The number of wellbeing sessions delivered by the Active Health Team (Cumulative)	Bigger is better	Target to be set 2022/23	1,854 (Q3:2022/23)	2,547	N/A	New for 2022/23
The number of people who are prevented from becoming homeless or have had their homelessness relieved (Cumulative)	Bigger is better	Monitor Trend	136 (Q3:2022/23)	181	N/A	Worse than Q4 2021/22
Number of affordable homes delivered	Bigger is better	80	55 (Q2:2022/23)	98	★	Better than Q4 2021/22
27,500 trees will be planted in the borough this year (Cumulative)	Bigger is better	27,500	3,778 (Q3:2022/23)	28,586	★	Worse than Q4 2021/22
The number of individuals who complete a health check (screening) by a member of the Active Health Team	Bigger is better	110	87 (Q3:2022/23)	149	★	New for 2022/23

* Data Correction – Quarter three figure amended from 81 to 83.due to reporting error from the provider.

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Appendix 2 – Key Organisational Performance Measures

Indicator Name	Polarity	Target	Previous Quarter	Quarter 4 2022/23	Symbol	Trend
Number of households in temporary accommodation at the end of the quarter will be reduced	Smaller is Better	44	40 (Q3:2022/23)	44	★	Worse than Q4 2021/22
Number of accidents reported to Health and Safety from work related activity	Smaller is better	8	6 (Q3:2022/23)	4	★	Better than Q4 2021/22
Number of accidents reported to Health Safety Executive for work related activity (RIDDOR)	Smaller is better	4	2 (Q3:2022/23)	0	★	Better than Q4 2021/22
Number of near misses reported and acted upon	Bigger is better	1	1 (Q3:2022/23)	8	★	Better than Q4 2021/22
The average number of working days from Disabled Facilities grant referral received from LCC to application approved	Smaller is better	167 days	70 days (Q3:2022/23)	80 days	★	Better than Q4 2021/22
% planning applications decided within 13 weeks (major applications)	Bigger is better	80%	75% (Q3:2022/23)	66.6%	▲	Worse than Q4 2021/22
% planning applications decided within 8 weeks (minor / other applications)	Bigger is better	85%	96.10% (Q3:2022/23)	89.40%	★	Better than Q4 2021/22
Percentage of calls to Gateway/Call Centre answered within 90 seconds	Bigger is better	40%	35.85% (Q3: 2022/23)	54.40%	★	Better than Q4 2021/22
Percentage of calls to the Contact Centre (Gateway) abandoned	Smaller is better	15%	20.67% (Q3:2022/23)	23.80%	▲	Better than Q4 2021/22
Percentage of Council Tax collected (Cumulative YTD)	Bigger is better	96.46%	85.09% (Q3:2022/23)	96.78%	★	Better than Q4 2021/22
Percentage of Business Rates (Cumulative YTD)	Bigger is better	96.14%	81.20% (Q3:2022/23)	94.46%	●	Worse than Q4 2021/22

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Report of	Meeting	Date
Deputy Director of Finance and Deputy Section 151 Officer (Introduced by Cabinet Member (Finance and Public Protection))	Informal Cabinet	08/06/2023
	Corporate, Performance and Budget Scrutiny Committee	12/06/2023
	Cabinet	21/06/2023

2022/23 Corporate Revenue Budget Monitoring Report and Reserves Provisional Outturn at 31st March 2023

Is this report confidential?	No
Is this decision key?	Yes
Savings or expenditure amounting to greater than £100,000	Significant impact on 2 or more council wards

Purpose of the Report

1. This report sets out the revenue and reserves provisional outturn for 2022/23 for the Council, based on the position as at 31st March 2023.

Recommendations to Cabinet

2. To note the 2022/23 provisional outturn for revenue and the level of reserves based on the position as at 31st March 2023.
3. To note the virements made to and from the revenue budget during the year, as detailed in **Appendix 2** of the report.

Reasons for recommendations

4. To ensure the Council's budgetary targets are achieved.

Other options considered and rejected

5. None

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Executive summary

6. Based on the position as at 31st March 2023, there is a provisional underspend of £0.290m; as detailed in **Appendix 1**.
7. The Council's Medium-Term Financial Strategy recommends that General Reserves are maintained at a minimum of £4.0m to mitigate against any unforeseen financial risks that may present in the future. Based on the above, and as detailed at point 26, the level of general fund balance is £4.537m at 31st March 2023.

Corporate priorities

8. The report relates to the following corporate priorities:

An exemplary council	Thriving communities
A fair local economy that works for everyone	Good homes, green spaces, healthy places

Background to the report

9. The current net revenue budget for 2022/23 is £15.546m.
10. **Appendix 3** provides further information about the specific earmarked reserves that the Council holds at 31st March 2023.

Current Outturn Position – Revenue

11. The provisional revenue outturn, based on the position at 31st March 2023, shows a provisional underspend against the Council's budgets of £0.290m. A breakdown of this by department within the various directorates is detailed in **Appendix 1**, and the movement on reserves and reserve balances, are outlined in **Appendix 3**. The main variances by directorate are detailed below.

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12. Variations from Budget

Directorate	Budget 2022/23 £'000	Outturn 2022/23 as at 31 st March 2023 £'000	Variance (Under)/Overspend 2022/23 £'000
Commercial Services	877	1,288	411
Communities	1,737	1,906	169
Customer & Digital	6,029	6,197	168
Governance	1,922	1,987	65
Planning & Development	1,313	1,305	(8)
Policy	2,538	2,514	(24)
Budgets Not In Directorates	1,130	186	(944)
Total Expenditure	15,546	15,383	(163)
Funding	Budget 2022/23 £'000	Outturn 2022/23 as at 31 st March 2023 £'000	Variance (Under)/Overspend 2022/23 £'000
Council Tax	(8,633)	(8,633)	-
Lower Tier Support Grant	(269)	(269)	-
New Homes Bonus	(802)	(802)	-
Reserves	127	-	(127)
Retained Business Rates	(3,201)	(3,201)	-
Section 31 Government Grants	(2,768)	(2,768)	-
Total Funding	(15,546)	(15,673)	(127)
Net Outturn	-	(290)	(290)

Key Variations

13. The National Employers pay offer of £1,925 on all NJC pay points 1 and above for the period 01st April 2022 to 31st March 2023 was accepted, with payment (including arrears) made in December 2022. The table below shows the overall implications of the pay award for 2022/23 compared to the provision of 2% included in the base budget.

Directorates	Total Pay Award including NI & Pension	Pay Award Budget at 2%	Net increase in cost
Commercial Services	40,976	14,924	26,052
Communities	125,072	42,848	82,224
Customer & Digital	255,766	100,044	155,722
Governance	119,573	46,118	73,455
Planning & Development	83,543	29,542	54,001
Policy	75,376	20,178	55,198
Total	700,307	253,654	446,653

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14. There are pressures on gas, electricity, and water across all of our properties resulting in an overspend £326k. There are no other significant inflationary cost pressures identified at present; this will be monitored and reported if such changes are identified.

15. UK Shared Prosperity Fund (UKSPF)

In December, the council received confirmation of the award of grant funding from the UK Shared Prosperity Fund (UKSPF); the table below shows the allocation awarded over a three-year period. The conditions attached to the grant funding are that it is to be utilised in areas such as Community Grants Funds, Business Grants and provision of management capacity, which the council has previously funded from reserves.

UKSPF Grant Allocation	Capital Funding £'000	Revenue Funding £'000	Capacity Funding £'000
2022-23	83	326	20
2023-24	-	817	-
2024-25	-	2,142	-
Total	83	3,285	20

Areas of expenditure within the revenue budgets and reserves have been identified that the UKSPF is designed to fund, and as such there are significant projects already underway that have been attributed to this funding. The allocation of the 2022-23 fund is as per the table below, which has alleviated the need to utilise reserves for these purposes and a balance of £37k has been carried forward to 2023-24:

The £83k Capital grant was used to replace existing funding within the Worden Hall scheme.

UKSPF Grant Revenue Spend allocation 22-23	Amount £'000
Community Wealth Building	5
Apprentice, Graduate and Trainee Posts	35
Business Support Advice and Grants	132
Sports Club and Community Organisations	137
Total	309

Explanation of Key Variances by Directorate are as follows:

16. Commercial Services – Overspend of £411k

The key variances to note are:

- £86k overspend due to increased gas, electricity and water costs, which is based on the current price increases.
- £145k net overspend on staffing costs across the directorate compared to the budget for 2022/23. This is mainly due to the additional costs of using agency staff, both those

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employed covering existing posts and those employed to provide additional support to the team. Given the recruitment difficulties in this area, e.g. surveyors, and the review and move to the Shared Service model, agency staff are providing the necessary support to the team in the interim, however the market for such staff is challenging, with significant increases in the salaries required by available candidates. This is a national issue and is also being felt in other areas of operation across the council. This also includes the costs of the pay award (£26k) for 2022/23 compared to the provision included in the base budget of 2%.

- £28k net reduction in income streams within Commercial services; whilst some income streams have decreased, such as room hire, service charges and rental income, others have increased, such as that generated through fees and charges.
- £152k overall increase in repairs and maintenance costs, such as those incurred at the Moss Side Depot (80k) and the Civic Centre (£68k) and various other smaller variances.

17. Communities – Overspend of £169k

The key variances to note are:

- The costs of supporting Homelessness have resulted in an overspend of £498k. The Council is currently supporting far greater numbers of people than ever before, and the costs of accommodation and support are increasing. This cost has been offset by the utilisation of reserves ear-marked for this purpose of £176k and additional homelessness prevention grant of £25k which brings down the overspend to £297k. The expectation was that the Council would benefit from a new formula introduced for allocating homelessness funding, however the government has applied a cap on the introduction of the new allocations, meaning that the level of increase in funding for South Ribble has not been as much as expected.
- £73k net overspend on staffing costs across the directorate compared to the budget for 2022/23. This is mainly due to additional, non-budgeted hours worked within the Community Involvement team, several regraded posts, and increases in hours within the Homelessness Team, including unbudgeted shared services cost within Environmental Health. This also includes the impact of the pay award over and above the budget provision already provided of 2% i.e. an increase in costs of £82k.
- £178k increase in various income streams such as those from Sports England, Active Lancashire, ESC Lottery funding and income from schools.
- £39k unbudgeted income relating to Biodiversity Net gain grant.
- £16k overspend within the Communities directorate relating to consultancy fees, tools and equipment, Independent Domestic Violence Advisor (IDVA) costs, external contractor charges and other small variances.

18. Customer and Digital – Overspend of £168k

The key variances to note are:

- £88k net overspend on staffing costs across the directorate compared to the budget for 2022/23. This is mainly due to the timing of various vacant post being filled within Customer Services, Revenue and Benefits and ICT Services, offset by the costs of agency staff deployed within ICT services including staffing recharges, consultant fees,

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along with the pay award for 2022/23 compared to the 2% budget already provided in the base budget.

- £44k deficit on the Housing Benefit Administration cost centre due to Housing Benefit year end movements and £58k of additional New Burdens grant and DWP income received during the year.
- £93k reduction in bad debt provision for Housing Benefit based upon reductions in the level of outstanding balances.
- £47k reduction in car park income and PCN fines based on the actual income received to date.
- £72k underspend within the ICT supplies and services budget.
- £205k overspend on mechanics supplies and services, fuel and central stores which includes £114k historic stocks written off as no longer needed, offset by additional income from FCC contract of £176k.
- £307k overspend on waste and recycling. This reflects the increase in the hourly rates made by FCC just prior to the TUPE transfer. These were applied after the budget had been developed to support the recommendation to in-source the service, and accounts for approximately £88k of the overspend, however given the savings made as a result of the in-sourcing, this can be accommodated within the budget moving forward. £87k relates to the pay award for 2022/23 compared to the 2% budget already provided in the base budget. The remainder of the overspend (£132k) relates to increased use of agency staff due to vacancies on contract transfer.
- £92k additional garden waste income than budgeted, and there has been an increase of £52k in the income from the sale of bins.
- £20k overspend relating to an increase in consultancy fees for the Empty Homes Review, as well as various other smaller variances within the directorate.

19. Governance – Overspend of £65k

- £9k net overspend on staffing costs across the directorate compared to the budget for 2022/23. This is mainly within legal services due to the use of agency staff. This also includes the pay award for 2022/23 compared to the base budget of 2%.
- £56k overspend on correspondence sent to households.

20. Planning and Development – Underspend of £8k

The key variances to note are:

- £75k net overspend on staffing costs across the directorate compared to the budget for 2022/23. This includes vacant posts within Licensing and Planning and vacant posts being covered by agency staff within Development Control Services. This also includes the pay award for 2022/23 compared to the base budget of 2%.
- £21k overspend due to increased gas, electricity and water costs, which is based on the current price increases.

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- £239k increase in the levels of income for planning applications. There are some high-income generating planning applications such as the Garden Village, Leyland Town Deal and Jubilee Gardens at West Paddock. This income offsets the reduced income on pre-plan applications of £37k.
- £93k overspend across various fees such as consultancy and professional fees within Planning and Licencing.
- £41k reduction in various income such as building control fees, refund of rental income for the walled garden and reduction in various licensing fees off set by £9k increase in income for football pitches.
- £27k underspend on various other smaller variances within the directorate.

21. Policy – Underspend of £24k

The key variances to note are:

- £109k net staffing underspend across the directorate compared to budget for 2022/23. This is mainly due to budgets for apprentices not being utilised, vacant post within Investment and Skills team and staffing recharges. This also includes the pay award for 2022/23 compared to the provision in the base budget of 2%.
- £93k increase in SLA recharge income to the Leisure company compared to budget. This is linked to staff cost within the directorate.
- £41k net overspend within the Corporate Management cost centre due to the increase in external audit fees, which has been reviewed and approved by Governance Committee offset by Redmond Review grant income.
- £79k overspend on Worden Hall as due to contractor issues and delays in opening, income targets have not been achieved for 22/23; the overspend also includes various expenditure on tools and equipment, professional fees and advertising.
- £56k increase in cost within Human Resources due to the increase in recruitment and associated costs across the organisation e.g. advertising and IT costs.
- £2k overspend on various other smaller variances within the directorate.

22. Budgets Not In Directorates – Underspend of £944k

The key variances to note are:

- £813k over-recovery, of Net Interest Receivable/Payable for 2022/23. Due to rising interest rates and slippage in the Capital Programme, the income from investments is £718k above budget.
- £38k overspend in the level of the Minimum Revenue Provision (MRP); this is higher than the budget due to the profile of capital scheme expenditure funded by borrowing, which is earlier than that included in the budget and MTFS.
- £169k reflects the underspend balance on the corporate contingency budget.

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23. Covid-19

The residual Covid 19 and Contain Outbreak Management Funding (COMF) remaining from 2021/22 has now been spent in line with original approvals, with no remaining balance.

24. Planned reserves movement – £127k Underspend

- In February 2022 in the approval of the 2022/23 Budget by Council, a slight surplus of £127k was identified as transfer to reserves; this is included now within the overall provisional outturn position of £0.290m.

General Fund Resources and Balances

25. As detailed in **Appendix 3**, as at 1st April 2022 the Council held a £4.141m General Fund reserve to manage budget risks not covered by earmarked reserves or provisions within the budget. The provisional outturn for 2022/23 identifies that the General Fund closing balance will be £4.537m as detailed below.

Movement in General Fund Reserves

Summary of Movement in General Reserves	£m
General Fund Reserves as at 1 st April 2022	(4.141)
Provisional outturn revenue budget (surplus) / deficit	(0.290)
Other reserve movements	(0.106)
General Reserve Closing Balance 2022/23	(4.537)

26. **Appendix 3** provides further information about the specific earmarked reserves and provisions available for use throughout 2022/23.

Movement in Earmarked Reserves

27. Taking account of the adjustments highlighted in **Appendix 3**, the level of Earmarked reserves held for discretionary use by the Council at 31st March 2023 is £16.069m compared to a balance of £20.280m at 31st March 2022.

Summary of Movement in Earmarked Reserves	£m
Earmarked Reserves as at 1 st April 2022	(20.280)
Use of revenue reserves for capital financing	1.814
Release of S31 grant received in 2020/21 (and held in reserves) in respect of Business Rates reliefs provided to businesses by the government – this is offset against the deficit brought forward on the Collection Fund	2.024
Transfers to reserves - as per point 29 below	(1.598)
Transfer to General Fund	0.106
Use of other specific Earmarked Reserves – as per point 28 below	1.865
Provisional Earmarked Reserves Closing Balance 2022/23	(16.069)

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28. The £1.865m use of other specific Earmarked Reserves shown in the table above includes the following items:

- £51k utilisation of approved reserves established in quarter 3 revenue monitoring report in 2021/22;
- £70k use of the Restructure reserve following the staff review in the Procurement Team and other staffing restructures;
- £654k use of reserves to support South Ribble Leisure Limited;
- £177k use of Leisure reserves to fund the payment of the PAISA contract balance following the final contract reconciliation; this reserve included funding specifically earmarked for this purpose;
- £117k to fund costs associated with the Local Plan;
- £114k use of Community Hub Reserves;
- £176k use of Homelessness Prevention grant due to overspends on temporary accommodation;
- £80k use of specific reserves within the Customer and Digital directorate;
- £185k use of specific reserves within the Policy directorate;
- £76k use of Covid recovery Fund;
- The remainder of the movements are various, smaller adjustments related to revenue spending.

29. Transfers to reserves reported in this period are:

- £500k to cover future repairs and maintenance costs for Penwortham Mill Reservoir within the Commercial Services directorate;
- £12k balance on Housing Standard Enforcement;
- £340k balances on non-ringfenced Covid related cost centres, due to expenditure being funded elsewhere within the council's budgets, and as such, these balances have now been transferred to reserves to cover future inflationary and cost of living risks;
- £309k use of UKSPF funding, i.e. transfer related to previously budgeted costs that were instead funded through the 2022/23 UKSPF funding in line with the grant conditions.
- £437k to reserves following the triennial pension revaluation carried out in 2022, and the growth and strengthening of the Council's pension fund assets compared to liabilities over the period, the council is not required to make a top-up to the pension contributions prepaid in 2019. This has now been confirmed by Lancashire Pensions and as such the provision made for this has been released to reserves to meet any future restructure costs.

30. The use of earmarked reserves shown in the table above are reflected in the revenue budget monitoring position detailed in this report.

31. During the 3rd quarter, following a review of ear-marked reserves held, the following re-allocations have been made within reserve categories to group together smaller reserves earmarked in previous periods/years for similar purposes, and to reflect current requirements, as follows;

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Movement from:	£'000	Movement to:	£'000
Brexit Preparation	36	General Reserve	36
Income Investment Reserve	250	Capital Investment and Funding	250
Shared Services Implementation	48	Restructure Costs	48
S106 Other Reserves	242	Capital Investment and Funding	242
Income Equalisation Reserve	150	Asset Management	150
Extra Care	43	Capital Investment and Funding	43
Repairs and Maintenance Fund	386	Asset Management	386
Grounds Maintenance	7	Capital Investment and Funding	7
Office Supplies underspend	36	Capital Investment and Funding	36
Housing Needs Survey	80	Local Plan	80
Apprentice Factory website	15	Local Plan	15
Business Support	23	Local Plan	23
Economic Development	20	Local Plan	20
Performance Reward Grant	11	Capital Investment and Funding	11
Communications	31	Music Festival (£24k) Capital Investment and Funding (£7k)	31
Capital Funding Reserve	221	Capital Investment and Funding	221
Stock Condition Survey	64	Asset Management	64
IT underspend non-staffing	8	Capital Investment and Funding	8
New Burdens Grant	70	General Reserve	70
Business Rates Equalisation Reserve – reserve level reviewed and reduced to approx. £2.4m to reflect the potential risk of losing 50% of the benefit of the business rates pool for 3 years.	493	Community Events (£200k) Inflationary Risk Reserve (£293k)	493
City Deal – reserve level reviewed and reduced to £750k over the remainder of the MTFS	1,101	IT Transformation (£550k) Inflationary Risk Reserve (£551k)	1,101
Covid Recovery	578	Social Prescribing (£375k) Inflationary Risk Reserve (£203k)	578
Covid Commitments Reserve	600	Inflationary Risk Reserve	600
	4,513		4,513

Climate change and air quality

32. The work noted in this report does not impact the climate change and sustainability targets of the Councils Green Agenda and all environmental considerations are in place.

Equality and diversity

33. None.

Risk

34. None.

Comments of the Statutory Finance Officer

35. The financial implications are contained within this report.

Comments of the Monitoring Officer

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36. None.

Background documents

37. There are no background papers to this report.

Appendices

Appendix 1 – Revenue 2022/23 - position at 31st March 2023

Appendix 2 – Revenue Budget Movements at 31st March 2023

Appendix 3 – 2022/23 Reserves Programme position at 31st March 2023

Appendix 4 – Current Staffing Vacancies

Report Author:	Email:	Telephone:	Date:
Neil Halton (Principal Management Accountant), Hema Chevli (Senior Management Accountant)	Neil.Halton@southribble.gov.uk		19/05/23
	Hemangini.Chevli@southribble.gov.uk		19/05/23

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APPENDIX 1

Revenue 2022/23 - position as at 31st March 2023

Directorate	Department / Section	Original Budget	Budget at 31st March 2023	Outturn based on position at 31st March 2023	Variance (Under) / Overspend
		£'000	£'000	£'000	£'000
Commercial Services	Community Centres	28	28	45	17
	Departmental Costs	215	145	247	102
	Housing Delivery	(33)	(33)	(49)	(16)
	Investment Properties	(702)	(702)	(590)	112
	Leisure	703	703	638	(65)
	Property Services	737	737	998	261
Commercial & Property Total		947	877	1,288	411
Communities	Community Involvement	772	774	633	(141)
	Departmental Costs	50	50	55	5
	Environmental Health	662	662	627	(35)
	Homelessness	200	200	534	334
	Housing Support	52	52	56	5
Communities Total		1,735	1,737	1,906	169
Customer & Digital	Customer Services and Revenue and Benefits	705	669	549	(119)
	Departmental Costs	114	114	119	5
	Information Services	1,613	1,613	1,514	(100)
	Parks and Neighbourhoods	2,008	2,008	2,209	201
	Transport	336	336	319	(16)
	Waste Management	1,350	1,289	1,487	197
Customer & Digital Total		6,126	6,029	6,197	168
Governance	Civic Services	8	8	23	15
	Democratic Services	783	783	847	64
	Departmental Costs	253	253	263	10
	Legal	347	326	314	(12)
	Shared Assurance Services	492	552	540	(12)
Governance Total		1,884	1,922	1,987	65
Planning & Development	Building Control	34	34	49	15
	City Deal	310	310	310	-
	Departmental Costs	50	50	86	37
	Investment and Skills	-	-	(3)	(3)
	Licensing	9	9	10	0
	Parks and Neighbourhoods	421	421	466	45
	Planning	236	236	174	(62)
	Projects & Development	185	254	215	(40)
Planning & Development Total		1,244	1,313	1,305	(8)
Policy	Change & Delivery	437	437	282	(155)
	Communications & Visitor Economy	431	431	549	118
	Corporate	201	249	276	27
	Shared Financial Services	725	725	615	(109)
	Transformation & Partnerships	746	697	792	95
Policy Total		2,539	2,537	2,514	(24)
Budgets Not In Directorates	Corporate	200	258	-	(258)
	Covid-19	-	-	-	-

Directorate	Department / Section	Original Budget	Budget at 31st March 2023	Outturn based on position at 31st March 2023	Variance (Under) / Overspend
	Debt Repayment	320	320	358	38
	Interest	(56)	(56)	(869)	(813)
	Parish Precepts	469	469	469	0
	Pensions Costs	226	226	228	3
	Savings Targets	(86)	(86)	-	86
Budgets Not In Directorates Total		1,072	1,130	186	(944)
Funding	Council Tax	(8,634)	(8,633)	(8,633)	-
	Lower Tier Support Grant	(269)	(269)	(269)	(0)
	New Homes Bonus	(802)	(802)	(802)	0
	Reserves	127	127	-	(127)
	Retained Business Rates	(3,201)	(3,201)	(3,201)	-
	Section 31 Government Grants	(2,768)	(2,768)	(2,768)	-
Funding Total		(15,546)	(15,546)	(15,673)	(127)
Adjustments	Capital	-	-	10,489	10,489
	Capital Income	-	-	(10,489)	(10,489)
Adjustments Total		-	-	(0)	(0)
Grand Total		-	0	(290)	(290)

APPENDIX 2

Revenue Budget Movements as at 31st March 2023

Directorate	Commercial Services	Communities	Customer & Digital	Governance	Planning & Development	Policy	Budgets Not In Directorates	Funding	TOTAL
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Budget approved by Council 23th Feb 2022	470	2,395	6,611	1,819	1,075	2,304	872	(15,546)	-
<i>Transfers between directorates</i>									
Realignment of shared services budgets			(58)			58			-
Transfer of Demetia Alliance budget		2				(2)			-
Transfer of Insurance budget for Waste Services			(60)	60					-
<i>Realignment of budgets following Management changes</i>									
Realignment of staffing budgets following management changes	(70)		22	(22)	70				-
Realignment of budgets following management changes	477	(660)	(486)	65	168	435			-
Realignment of budget - Growth						(258)	258		-
<i>Transfers (to) / from Earmarked reserves</i>									
									-
									-
<i>Transfers (to) / from General Fund reserves</i>									
									-
									-
Revised Budget as at 31st March 2023	877	1,737	6,029	1,922	1,313	2,537	1,130	(15,546)	-

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APPENDIX 3

2022/23 Reserves Programme position as at 31st March 2023

Reserves	Balance at 1st April 2022 £'000	Forecasted Movements				Forecasted Balance 31st March 2023 £'000
		Capital Financing £'000	Movement Between Reserves £'000	Transfers From Reserves £'000	Transfers To Reserves £'000	
General Fund Balance	(4,141)		(106)		(290)	(4,537)
Corporate Reserves						
Capital Investment and Funding	(3,466)	921	(825)	32		(3,338)
Business rates equalisation reserve	(2,908)		493	15		(2,400)
Community Events	-		(200)			(200)
Inflationary Risk Reserve	-		(1,648)	661	(340)	(1,326)
City Deal	(1,851)		1,101			(750)
Climate Emergency	(250)			39		(211)
Community Wealth Building	(150)			5	(5)	(150)
Business rates temporary surplus to be repaid	(4,149)			2,024		(2,125)
Restructure costs	(200)		(48)	70	(437)	(615)
Asset Management Reserve	(400)		(600)			(1,000)
Penwortham Mill Reservoir					(500)	(500)
Energy efficiency	(21)					(21)
Homelessness prevention grants	(176)			176		-
Sports Development	(291)					(291)
Social Prescribing	-		(375)			(375)
Mental Health for Young People	(44)			15		(29)
Borough council elections	(160)			28		(132)
Planning Appeals	(92)			48		(44)
Local Plans	(208)		(138)	117		(229)
Apprentice, Graduate and Trainee Posts	(200)			40	(35)	(195)
Credit Union	(83)			50		(33)
New Burdens Grant	(76)		70	1		(4)
Business Support Advice and Grants	(200)				(132)	(332)

Reserves	Balance at 1st April 2022 £'000	Forecasted Movements				Forecasted Balance 31st March 2023 £'000
		Capital Financing £'000	Movement Between Reserves £'000	Transfers From Reserves £'000	Transfers To Reserves £'000	
Environmental Improvements	(200)					(200)
Sports Club and Community Organisations	(200)	164			(137)	(173)
Housing Standards Enforcement	(43)				(12)	(55)
Towns Fund	(55)					(55)
Queens Jubilee Celebrations	(30)			11		(19)
Community Hub Boost	(200)	120				(80)
IT Transformation Reserve	(163)	342	(550)			(371)
Capital Funding Reserve	(484)		221			(264)
Covid Recovery Fund	(1,067)	118	578	76		(296)
Leisure Strategy	(15)					(15)
Leisure Reserve	(529)	150		177		(203)
Community Hubs Reserve	(130)			114		(16)
Internal Audit	(23)					(23)
Reserves used in year						
Stock condition surveys	(69)		64	5		-
IT underspend non-staffing	(88)		8	80		-
Events	(23)			23		-
Music Festival	(48)		(24)	72		-
Leyland Festival	(8)			8		-
Transfers between reserves						
Brexit Preparation Grant	(36)		36			-
Income Investment Reserve	(250)		250	-		-
Shared Services Implementation	(48)		48			-
Section 106 Other Reserve	(242)		242			-
Covid Commitments Reserve	(600)		600			-
Income Equalisation Reserve	(150)		150			-
Extra Care	(43)		43			-
Repairs and Maintenance Fund	(386)		386			-
Grounds Maintenance	(7)		7			-
Office supplies underspend	(36)		36			-

Reserves	Balance at 1st April 2022 £'000	Forecasted Movements				Forecasted Balance 31st March 2023 £'000
		Capital Financing £'000	Movement Between Reserves £'000	Transfers From Reserves £'000	Transfers To Reserves £'000	
Housing needs survey	(80)		80			-
Apprentice factory website	(15)		15			-
Business Support	(23)		23			-
Economic Development	(20)		20			-
Performance Reward Grant	(11)		11			-
Communications	(31)		31			-
Total Earmarked Reserves	(20,280)	1,814	106	3,888	(1,598)	(16,069)
Total Reserves - General and Earmarked	(24,421)	1,814	0	3,888	(1,888)	(20,607)

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Posts held pending review

Post Description	Shared Services	Notes
Deputy Chief Executive	Y	Remaining vacant for 2022/23.
Commercial and Property		
Communities		
Assistant Sports Development Officer (0.86 FTE)		A review of staffing across Sports Development is currently taking place. There are various temporary arrangements in place using different allocation grant funding.
Project Co-ordinator (Sports Development 0.4 FTE)		
Wellbeing Development Officer		
Policy and Governance		
Head of Transformation and Partnerships	Y	This post is remaining vacant for 2022/23.
Customer and Digital		
Data Validation Assistant (removed from new structure)	Y	Report went to members and awaiting a decision regarding funding for certain roles within the new structure. This could see a change to some post titles and grades.
Digitisation Assistant (On new structure)	Y	
ICT Software Manager (On new structure)	Y	
Senior Business Systems Officer (LLPG and GIS) (On new structure)	Y	
Senior Digitisation Assistant (On new structure)	Y	

Posts where the post-holder has been seconded:

Post Description	Shared Services	Notes
Shared Health Protection Practitioner	Y	Post Vacant
SR Waste Monitoring Officer	N	Held vacant due to interim management arrangements for insourced waste service.

Notes:

FTE stands for Full Time Equivalent and is used for part-time posts to show a comparison against a full-time post.

Other Vacancies

Post Description	Shared Services	Notes
Communities		
EH Team Leader		Actively recruiting
Customer and Digital		
Customer Services apprentices x12	Y	Actively recruiting
Neighbourhoods		
Arborist		Funding used for external contracts
Planning & Development		
Technical Support Supervisor		Vacant Post
Policy & Governance		
Senior Solicitor	Y	Reviewing role ahead of recruitment
Caretaker	Y	Vacant Post – manager reviewing if post is required.

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Report of	Meeting	Date
Director of Finance and Section 151 Officer and Section 151 Officer (Introduced by Cabinet Member (Finance and Public Protection))	Informal Cabinet	08/06/2023
	Corporate, Performance and Budget Scrutiny Committee	12/06/2023
	Cabinet	21/06/2023

2022/23 Capital Programme and Balance Sheet Monitoring Report position at 31st March 2023

Is this report confidential?	No
Is this decision key?	Yes
Savings or expenditure amounting to greater than £100,000	Significant impact on 2 or more council wards

Purpose of the Report

1. This report outlines the financial position of the Council in respect of the capital programme at 31st March 2023, highlighting key issues and explaining key variances, and provides an overview of various elements of the Council's Balance Sheet as at 31st March 2023.

Recommendations to Cabinet

2. To approve the revised capital programme as attached at **Appendix A** which includes amendments to the programme, as detailed in points 12 to 15 of this report, since the last Capital Monitoring report for the 9 months to 31st December 2022 was approved by Cabinet in February 2023;
3. To note the variations to the programme, (which are detailed, by scheme, at **Appendix B** and referenced within the body of the report);
4. To note the position in the Balance Sheet Monitoring section of the report in respect of cash, investment and loan balances and debtors as at 31st March 2023.

Reasons for Recommendations

5. To ensure the Council's Capital Programme is monitored effectively.

Alternative Options Considered and Rejected

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6. None

Corporate priorities

7. The report relates to the following corporate priorities:

An exemplary council	Thriving communities
A fair local economy that works for everyone	Good homes, green spaces, healthy places

Background

8. The capital budget for 2022/23 was set at £29.194m in February 2022. It was increased following approval of the outturn position for 2021/22 to £43.349m. In the last monitoring report, which covered the period to the end of quarter 3 and was approved at Cabinet in February 2023, the 2022/23 programme was reduced to £24.255m.
9. A significant proportion of the £43.349m budget approved at outturn in 2021/22 related to the major capital schemes including Jubilee Gardens Extra Care, Leisure Centre Refurbishments and decarbonisation and the Leyland Town Deal, all of which have experienced significant slippage in delivery over to 2023/34.

Section A: Capital Programme

Key Issues

10. The total cost of the Council's capital investment programme for 2022/23 has decreased from £24.255m, as approved by Cabinet in the report to 31st December 2023, to £13.555m at 31st March 2023; this includes the variations approved since the last report, along with those contained within this report itself. A summary of the total costs of the programme, and the funding of this, is detailed at **Appendix A**.
11. The net variation of £10.700m is detailed by scheme in **Appendix B**. This relates to adjustments in respect of reprofiling budgets within the existing programme.
12. Slippage and re-profiling of budgets from the programme in 2022/23 to 2023/24 since the previous report, is detailed on the individual schemes in **Appendix B**. The largest movements are explained in the major variations section that follows.

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Scheme	Slippage and Reprofiting From 2022/23 to 2023/24 £'000
Good Homes, Green Spaces and Healthy Places	
Green Infrastructure unallocated	105
Cycle and Bridleways	14
Electric Vehicle Charging Points	193
Worden Park	341
Worden Hall refurbishment	263
Hurst Grange Paths and Coach House	89
Parks and Open Spaces	297
Playgrounds	225
Sport Pitch Hub	321
Council Leisure Facilities other than Leisure Centres	183
Leisure Centre refurbishment and decarbonisation works	2,869
Affordable Housing - former McKenzie Arms, Bamber Bridge	583
Disabled Facilities Grants	676
Extra Care scheme	121
Other Housing schemes	45
A Fair Economy That Works For Everyone	
Church Road, Bamber Bridge/Parking Meters	6
Masterplanning & Regen - Penwortham	100
Quin Street Residential	(10)
Demolition and Asbestos Removal	300
Site Acquisitions	1,186
BASE	4
Fees	199
Town Deal RIBA Stage 3	29
Thriving Communities	
Leisure Local	310
Kingsfold Community Centre Improvements	82
Lostock Hall Academy Grant	300
Fox Lane Sports and Social Club	100
Penwortham Priory Academy	180
Gregson Lane Community Centre Grant	150
Neighbourhood Improvements	360
An Exemplary Council	
IT Unallocated Funding	366
ICT	426
Air Quality Monitors	3
Corporate Buildings	47
Vehicles and Plant replacement programme	668
Total	11,131

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13. There has been an overall increase in the programme of £431k in 2022/23 and £41k in 2023/24 as detailed in the table below;

14. Narrative is also provided below in respect of the virements within the overall programme budget for;

- Haig Avenue/Car Park Resurfacing Ryefield Avenue

15. At 31st March 2023 there were credit balances totalling £11k on Leisure Centre Receptions, Playground Hurst Grange and St Mary's Penwortham Churchyard due to an over provision of accruals in 21/22 and credit notes. These credit balances have been removed in year and used to offset costs across the 2022/23 capital programme.

Scheme	Increase / (Reduction) 2022/23 £'000	Increase / (Reduction) 2023/24 and future years £'000	Virement From	Virement To	Approved by	Date Approved
Worden Park Infrastructure				418	Cabinet	15/03/23
Green Infrastructure			(355)		Cabinet	15/03/23
Leyland Loop			(62)		Cabinet	15/03/23
Withy Grove Wood Chip				16	Exec Member	24/01/23
Green Infrastructure			(16)		Exec Member	24/01/23
Haig Avenue			(3)		Subject to approval in this report	
Car Park Resurfacing Ryefield Avenue				3	Subject to approval in this report	
A tree for every resident	8	41			Subject to approval in this report	
Disabled Facilities Grant	50				Subject to approval in this report	
Leisure Local	164				Cabinet	20/06/22
Neighbourhood Improvements	220				Cabinet	20/06/22
Credit adjustments taken to reflect outturn detailed at point 15	(11)				Subject to approval in this report	
	431	41	(437)	437		

16. At 31st March 2023 the actual capital expenditure incurred across the programme during the year has reduced to £13.555m. This is due to delays on the major schemes Leisure Centre Refurbishments, McKenzie Housing, Extra Care and Leyland Town Deal.

Major Variations in the Capital Programme since the previous report

Good Homes, Green Spaces and Healthy Places

17. Green Infrastructure and Leyland Loop – the £105k Green Infrastructure scheme and £15k Leyland Loop scheme budgets have been reprofiled into 2023/24 and then the total 2023/24 budgets for these schemes of £355k and £62k respectively, have been vired into

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the Worden Park Infrastructure scheme as approved by Cabinet on 15 March 2023. The contract for the Worden Park Infrastructure scheme was also approved in the same Cabinet report and works are expected to commence in 2023/24.

18. Electric Vehicle Charging Points – It was expected that the equipment would be installed and become operational prior to the end of the financial year, however the works are now expected to commence in the early part of 2023/24.
19. Worden Hall Refurbishment – The final account payment to the main contractor has now been agreed and included in the 2022/23 capital programme costs. The remaining budget of £263k has been reprofiled to 2023/24 to allow for any final costs relating to the project, which if unspent will be released from the capital programme.
20. Parks and Open Spaces/Playgrounds – Budget totalling £522k has been transferred to 2023/24 to match the expected timing of spend across several small capital schemes in relation to upgrades to parks and open spaces.
21. Sport Pitch Hub – The works to the pavilion and sports pitch hub is now complete and both are operational. Section S278 works still need to be completed and £321k has been reprofiled to 2023/24 to cover these costs.
22. Council Leisure Facilities Other Than Leisure Centres – Budget of £183k has been reprofiled into 2023/24 awaiting the finalisation of plans.
23. Leisure Centre Refurbishment and Decarbonisation – Enabling works are underway for the installation of the decarbonisation equipment. Due to delays in the delivery of the equipment, £2.869m has been reprofiled into 2023/24.
24. Affordable Housing – Former McKenzie Arms, Bamber Bridge – There has been a slight delay in works on site, and budget of £583k has been slipped into 2023/24 to match final costs on completion of the scheme.
25. Disabled Facilities Grant – There has been an increase of £50k to the DFG scheme budget following the receipt of contributions from external sources in respect of works undertaken; in addition, £636k of the 2022/23 budget has been reprofiled into 2023/24. A number of issues have caused delays in the delivery of the programme including pressures in the Occupational Therapy Service at Lancashire County Council, who have a significant back log of referrals, and also in the number of complex children's cases which require property extensions, for which the applications are currently being processed.
26. Extra Care Scheme – There have been a number of changes to staffing within the Major Projects Team which has impacted on the delivery of this scheme; staff are now in post in the team and they are working to drive this scheme forward. As a result, slippage of £121k into 2023/24 is reported.

A Fair Economy that works for everyone

27. Master planning and Regeneration – Penwortham – A further £100k has been reprofiled to 2023/24.
28. Leyland Town Plan – £1.708m of budget has been reprofiled into 2023/24 mainly due to the fact that a number of site acquisitions have not yet completed. The contracts for the demolition have now been agreed and this work is expected to be completed early in 2023/24. The profiling of the Leyland Town Plan works will be reviewed again in 2023/24.

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29. There are several other schemes where budgets have been slipped into 2023/24 to more accurately reflect the likely spending profile; these schemes include Church Road, Bamber Bridge £4k and Parking Meter Replacements £2k.

Thriving Communities

30. Leisure Local – Due to the nature of the expenditure, successful Leisure Local applications totalling £164k have been spent through the 2022/23 capital programme and as such, a budget increase from revenue reserves specifically ear-marked for this expenditure, has been applied to match this spend.

The original approved capital budget of £310k has not been utilised in year and has therefore been carried forward over to 2023/24; plans are to be developed in respect of this.

31. Neighbourhood Improvements - As for the expenditure on Leisure Local in point 30 above, successful Boost Fund Plus applications totalling £220k have been spent through the 2022/23 capital programme and as such, a budget increase from revenue reserves specifically ear-marked for this expenditure, has been applied to match this spend.

The original approved capital budget of £360k remains unspent and has been reprofiled into 2023/24 to reflect when the spend is anticipated

32. There is further slippage on several other schemes from 2022/23 into 2023/24 to more accurately reflect the likely spending profile; these schemes include Kingsfold Community Centre Improvements £82k, Lostock Hall Academy £300k, Fox Lane Sports and Social Club £100k, Penwortham Priory £180k and Gregson Lane Community Centre £150k.

An Exemplary Council

33. Information Technology Programme - It was expected that £1.413m would be incurred in 2022/23, however the actual expenditure at 31st March 2023 was only £620k, as such the balance on the scheme budget has been reprofiled into 2023/24.

34. Vehicles and Plant Replacement Programme – The planned vehicle replacement programme for 2022/23 anticipated replacement costs of £738k, however at 31st March 2023 only £70k of expenditure had been incurred; as such, budget of £668k has been reprofiled into 2022/23/24. A full review will be undertaken regarding the 2023/24 replacement programme and profiled accordingly.

Section B: Balance Sheet

Overview

35. Strong balance sheet management assists in the effective use and control over the Council's asset and liabilities. Key assets comprise of the Council's tangible fixed assets, debtors, investments and bank balances. Key liabilities include long and short-term borrowing, creditors and reserves.

Non-current Assets

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36. Tangible non-current assets include property, plant and equipment held by the Council for use in the production or supply of goods and services, for rental to others or for administrative purposes. One fifth of all assets are re-valued every year, and annual reviews are undertaken to establish whether any impairment or other adjustments need to be applied. New assets and enhancements to existing assets are managed through the Capital Programme as reported in Appendices A and B.

Borrowing and Investments

37. Long-term borrowing requirements flow from the capital programme. Regular dialogue and meetings take place between the Director of Finance, her staff and the Council's independent Treasury Consultants, Link Treasury Services, and options for optimising treasury management activities are actively reviewed.

Both short and long term borrowing interest rates have risen over the last few months following the increases in the Bank of England Base Rate, and this trend is predicted to continue until at least September 2023. Debt interest remains at nil compared to £94K budget. Minimum Revenue Provision (MRP) costs are £358k against a budget of £320k; this is due to a higher level of capital expenditure in 2021/22 than that which had been forecast at budget setting, and on which the MRP budget was set.

Interest rates on investments are also now increasing, with a yield for the year to 31st March 2023 of £834k compared to the original budget set of £150k.

	Actual 2022/23 £'000	Original Budget 2022/23 £'000
Interest and Investment Income	(834)	(150)
Debt Interest Payable	0	94
Minimum Revenue Provision (MRP)	358	320
TOTAL	(476)	264

38. The current borrowing and investment position is as follows;

	As at 31st March 2023 £'000	As at 31st March 2022 £'000
Short term borrowing	Nil	Nil
Long term borrowing	Nil	Nil
Total Borrowing	Nil	Nil
Investments made by the Council	27,500	38,000
Cash Balance	8,098	18,155

Debtors

39. The council has a corporate debt policy, as well as other specific policies for the management of debt in the key areas of council tax, business rates, and housing benefit overpayments. The table below summarises the collection performance of the various debts, and the total outstanding debt in the respective areas at 31st March 2023.

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	Position at 31st March 2023 £'000	Position as at 31st March 2022 £'000
Council Tax		
Expected Council Tax Collectable 22/23 (21/22)	77,611	73,988
Current year balance outstanding	2,126	2,533
Previous years balance outstanding	4,284	4,280
Total Council Tax balance outstanding	6,410	6,813
Collection Rates	96.78%	96.50%
Business Rates		
Expected Business Rates Collectable 22/23 (21/22)	36,317	34,293
Current year balance outstanding	2,081	1,327
Previous year balance outstanding	1,515	1,123
Total Business Rates balance outstanding	3,596	2,450
Collection Rates	94.46%	96.14%
Housing Benefit		
Overpayment balances outstanding	748	847
Sundry Debtors		
Balance outstanding	544	666

40. Business Rates collection can fluctuate month on month, but collection is broadly in line with expectations at this point in the year.
41. For debts relating to Housing Benefit and Sundry Debtors, in line with accounting standards and practice, the Council holds a provision for bad debts.
42. In respect of the figures above, the Council's share represents approximately 10.5% of Council Tax income and 40% of Business Rates income.

Climate change and air quality

43. The work noted in this report does not impact the climate change and sustainability targets of the Councils Green Agenda and all environmental considerations are in place.

Equality and diversity

44. None

Risk

45. Risks are broadly addressed in the body of the report however recent tender results and cost changes have been seen due to inflationary pressures. These will be monitored on an individual project basis and any budget changes reported when necessary.

Comments of the Statutory Finance Officer

46. The financial implications are contained within this report.

Comments of the Monitoring Officer

47. There are no concerns with this report from a Monitoring Officer perspective.

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Background documents

48. There are no background documents to this report

Appendices

Appendix A – Capital Programme

Appendix B – Capital Programme Scheme Variations

Report Author	Email	Telephone	Date
Neil Halton (Principal Management Accountant),	neil.halton@southribble.gov.uk ,		15/05/2023
Gaynor Simons (Senior Management Accountant)	gaynor.simons@southribble.gov.uk		15/05/2023

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Capital Programme 2022/23 - position as at 31st March 2023

APPENDIX A

	Budget 2022/23 Approved at Council Feb 2022	Budget 2022/23 Approved by Cabinet for the 9 months to December 2022	Slippage and reprofiling of budget (to)/from future years	Quarter 4 2022/23 Variations	Revised Budget 2022/23 as at 31st March 2023
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COSTS

Good homes, green spaces and healthy places	20,770	16,674	(6,323)	44	10,396
A fair economy that works for everyone	4,587	3,412	(1,814)	3	1,600
Thriving communities	846	1,768	(1,482)	383	669
An exemplary council	2,991	2,401	(1,511)	-	890
Total Forecast Expenditure	29,194	24,255	(11,130)	431	13,555

RESOURCES

Decarbonisation Grant	4,969	4,969	(1,841)	-	3,128
Disabled Facilities Grants	1,041	1,305	(676)		629
LCC Home Adaptations	-	40	-	(40)	-
Homes England	675	675	(169)		506
Lottery Funding	-	-			-
EV Charging	158	181	(181)		-
Sport England	-	577	(82)		495
Town Deal	-	2,721	(1,210)		1,511
Brownfield Grant - Town Deal			(516)	520	4
Other Grants				158	158
Government Grants	6,843	10,468	(4,675)	638	6,431
Capital Receipts	-	-	-	18	18
CIL	250	501	(501)		-
External Contributions	3,041	51	(51)	63	63
Revenue Contributions	-	41		259	300
Reserves	4,153	3,714	(2,190)	8	1,532
Section 106 - Affordable	3,531	2,570	(535)		2,035
Section 106 - Other	274	296	(124)		172
Unsupported Borrowing	11,102	6,614	(3,054)	(557)	3,003
Total Forecast Resources	29,194	24,255	(11,130)	430	13,555

Budget 2022/23 and Future Years Approved at Council Feb 2022	Budget 2022/23 Approved by Cabinet for the 9 months to December 2022	Slippage and reprofiling of budgets (to)/from 2022/23	Quarter 4 2022/23 Variations	Revised Budget 2023/24 and Future Years as at 31st March 2023
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26,613	28,872	6,323	41	35,236
1,000	36,296	1,814	-	38,110
-	88	1,482	-	1,571
1,038	1,753	1,511	-	3,264
28,651	67,010	11,130	41	78,181

	-	1,841	-	1,841
1,548	1,548	676	-	2,224
-	-	-	-	-
	5,760	169	-	5,929
	-	-	-	-
	-	181	-	181
	-	82	-	82
	23,179	1,210	-	24,389
-	-	516	-	516
-	-	-	-	-
1,548	30,487	4,675	-	35,162
	4,838	-	-	4,838
	1,809	501		2,310
	-	51		51
	-			-
	1,699	2,190	60	3,949
	1,414	535	894	2,842
	132	124	255	511
27,103	26,633	3,054	(1,168)	28,519
28,651	67,010	11,130	41	78,182

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Scheme Name	Budget 2022/23 Approved at Council Feb 2022	Budget 2022/23 Approved by Cabinet for the 9 months to December 2022	Slippage and reprofiling of budget (to)/from future years	Quarter 4 2022/23 Variations	Revised Budget 2022/23 as at 31st March 2023
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Budget 2023/24 and Future Years Approved at Council Feb 2022	Budget 2023/24 and Future Years Approved by Cabinet for the 9 months to December 2022	Slippage and reprofiling of budgets (to)/from 2022/23	Quarter 4 2022/23 Variations	Revised Budget 2023/24 and Future Years as at 31st March 2023
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Good homes, green spaces and healthy places

Green Infrastructure

Green Infrastructure unallocated	275	146	(105)	(16)	25
Green Link - Penwortham Holme to Howick	250	(0)	-	-	(0)
Leyland Loop	26	16	(15)	-	1
Bridleway in western Leyland	-	3	1	-	4
Electric Vehicle Charging Points	180	203	(193)	-	10
Green Infrastructure Total	731	368	(312)	(16)	40

280	280	105	(355)	29
-	310	-	-	310
-	47	15	(62)	-
-	15	(1)	-	14
-		193	-	193
280	652	312	(418)	546

Worden Park

Arboretum landscaping	-	-	-	-	-
Craft Units Windows and Security Grills	40	40	(15)	-	25
Farmyard Cottages Windows and rendering	-	76	(2)	-	74
Farmyard Cottages - Heating	24	24	(24)	-	-
Ice House front façade	10	-	-	-	-
Sewerage pumping station and septic tanks	20	20	(20)	-	-
Shaw Brook weirs and banking	25	-	-	-	-
Shaw Wood footpaths	25	-	-	-	-
Walled garden pot house - replace the building frame and base walls	100	50	(50)	-	-
Worden Park fountain	80	80	(80)	-	-
Worden Hall Remedial Wall Repairs	-	-	-	-	-

-	-	-	-	-
-	-	15	-	15
-	-	2	-	2
-	-	24	-	24
-	10	-	-	10
-	20	20	-	40
25	121	-	-	121
25	-	-	-	-
-	50	50	-	100
-	-	80	-	80
-	45	-	-	45

Scheme Name	Budget 2022/23 Approved at Council Feb 2022	Budget 2022/23 Approved by Cabinet for the 9 months to December 2022	Slippage and reprofiling of budget (to)/from future years	Quarter 4 2022/23 Variations	Revised Budget 2022/23 as at 31st March 2023
Worden Park infrastructure and landscaping	250	150	(150)	-	-
Worden Hall refurbishment	598	1,736	(263)	-	1,473
Worden Park Total	1,172	2,176	(604)	-	1,572

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250	350	150	418	918
-	-	263	-	263
300	596	604	418	1,617

Other Parks and Open Spaces

Hurst Grange Park drainage	9	-	-	-	-
Hurst Grange Park Paths	40	59	(19)	-	40
Hurst Grange Coach House Phase 2	60	78	(55)	-	23
Open Spaces - Bent Lane	-	30	(2)	-	28
Open Spaces - Balcarres Green	-	1	(1)	-	-
Open Spaces - Mounsey Road	80	80	(80)	-	-
Other Parks - Footpaths (Fossdale Moss, Priory, Valley Road)	-	45	(45)	-	-
Playground - Haig Avenue	-	4	(1)	(3)	(1)
Playground - Hurst Grange	-	1	(1)	(2)	(2)
Playground - Bellis Way	-	2	-	-	2
Playground - Bent Lane	-	9	-	-	9
Playground - The Holme, Bamber Bridge	50	225	-	-	225
Playground - Moss Side Village Green	175	175	(4)	-	171
Playground - Birch Avenue, Penwortham	145	145	(1)	-	144
Playground - Margaret Road, Penwortham	-	-	-	-	-
Playground - Ryden Avenue	70	70	(70)	-	-
Playground - Hutton	95	95	(95)	-	-
Playground - Longton	-	-	-	-	-

-	9	-	-	9
-	-	19	-	19
-	-	55	-	55
-	-	2	-	2
-	-	1	-	1
-	-	80	-	80
-	-	45	-	45
-	-	1	-	1
-	-	1	-	1
-	-	-	-	-
-	-	-	-	-
-	-	4	-	4
-	-	1	-	1
100	100	-	-	100
-	-	70	-	70
-	-	95	-	95
120	120	-	-	120

Scheme Name	Budget 2022/23 Approved at Council Feb 2022	Budget 2022/23 Approved by Cabinet for the 9 months to December 2022	Slippage and reprofiling of budget (to)/from future years	Quarter 4 2022/23 Variations	Revised Budget 2022/23 as at 31st March 2023
Playground - King George V, Penwortham	-	-	-	-	-
Playground - New Longton	-	-	-	-	-
Lighting upgrade to LED - Tardy Gate Playground & 3 other sites	-	25	(25)	-	-
Sand/woodchip pit edge replacements - Withy Grove & Gregson Lane Playgrounds	40	40	(28)	16	28
Hurst Grange Park - New link path	-	-	-	-	-
Strawberry Valley Park, Bent Lane Phase 2	40	80	(77)	-	3
Hurst Grange Park - new signage	15	15	(15)	-	-
Farington Lodges - path improvements and dipping platform	41	41	(41)	-	-
Parks - Smaller parks and play areas	200	20	(20)	-	-
A tree for every resident	30	21	-	8	29
Withy Grove Park	-	-	-	-	-
Other Parks and Open Spaces Total	1,090	1,261	(580)	18	699

Budget 2023/24 and Future Years Approved at Council Feb 2022	Budget 2023/24 and Future Years Approved by Cabinet for the 9 months to December 2022	Slippage and reprofiling of budgets (to)/from 2022/23	Quarter 4 2022/23 Variations	Revised Budget 2023/24 and Future Years as at 31st March 2023
90	90	-	-	90
135	135	-	-	135
25	-	25	-	25
-	-	28	-	28
45	45	-	-	45
-	-	77	-	77
-	-	15	-	15
-	-	41	-	41
-	100	20	-	120
-	-	-	41	41
60	60	-	-	60
575	659	580	41	1,279

Sports and Leisure

King George V Playing Fields, Higher Walton	25	27	(20)	-	7
Leisure Facility	-	-	-	-	-
Leisure Centre refurbishments	1,100	-	-	-	-
Tennis Centre car park	-	10	(10)	-	-
Leisure Centre receptions	-	-	-	(8)	(8)
Lostock Hall Football Facility (St Gerard's)	-	3	(1)	-	2
Sport Pitch Hub	800	1,964	(321)	-	1,643

-	-	20	-	20
18,988	-	-	-	-
-	-	-	-	-
-	-	10	-	10
-	-	-	-	-
-	-	1	-	1
-	-	321	-	321

Scheme Name	Budget 2022/23 Approved at Council Feb 2022	Budget 2022/23 Approved by Cabinet for the 9 months to December 2022	Slippage and reprofiling of budget (to)/from future years	Quarter 4 2022/23 Variations	Revised Budget 2022/23 as at 31st March 2023
Council Leisure Facilities other than Leisure Centres	175	183	(183)	-	0
Leisure Centre refurbishment and decarbonisation works	5,269	6,000	(2,869)	-	3,131
Sports and Leisure Total	7,369	8,186	(3,403)	(8)	4,776

Budget 2023/24 and Future Years Approved at Council Feb 2022	Budget 2023/24 and Future Years Approved by Cabinet for the 9 months to December 2022	Slippage and reprofiling of budgets (to)/from 2022/23	Quarter 4 2022/23 Variations	Revised Budget 2023/24 and Future Years as at 31st March 2023
-	-	183	-	183
-	7,357	2,869	-	10,225
18,988	7,357	3,403	-	10,760

Housing

Affordable Housing - former McKenzie Arms, Bamber Bridge	2,206	2,496	(583)	-	1,912
Disabled Facilities Grants	1,041	1,306	(676)	50	679
Extra Care scheme	6,000	750	(121)	-	629
Empty Homes grants	39	32	(20)	-	12
Private Sector home improvement grants	122	100	(25)	-	75
Sumpter Horse Site	1,000	-	-	-	-
Housing Total	10,408	4,683	(1,425)	50	3,308

-	-	583	-	583
1,548	1,548	676	-	2,224
3,800	17,870	121	-	17,991
-	-	20	-	20
122	191	25	-	215
1,000	-	-	-	-
6,470	19,609	1,425	-	21,034

Good homes, green spaces and healthy place	20,770	16,674	(6,323)	44	10,395
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26,613	28,872	6,323	41	35,236
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Scheme Name	Budget 2022/23 Approved at Council Feb 2022	Budget 2022/23 Approved by Cabinet for the 9 months to December 2022	Slippage and reprofiling of budget (to)/from future years	Quarter 4 2022/23 Variations	Revised Budget 2022/23 as at 31st March 2023
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A fair economy that works for everyone

Car Park resurfacing, Ryefield Avenue, Penwortham	-	40	-	3	43
Church Road, Bamber Bridge	-	40	(4)	-	36
Leyland Train Station Ticket Office	60	-	-	-	-
	-	-	-	-	-

Masterplanning & Regen - Penwortham	1,000	100	(100)	-	-
New Longton Regeneration	-	-	-	-	-
Parking Meters replacements	-	10	(2)	-	7
Leyland Town Deal					
Quin Street Residential	-	-	10	-	10
Demolition and Asbestos Removal	-	304	(300)	-	4
Site Acquisitions	-	2,315	(1,186)	-	1,129
Commercial A - Market Square	-	12	-	-	12
BASE	-	8	(4)	-	4
Balfour Court	-	7	-	-	7
Market	-	1	-	-	1
Commercial B - Church Place	-	4	-	-	4
Public Realm	-	-	-	-	-
Fees	-	199	(199)	-	(0)
Masterplanning & Regen - Leyland	2,000	-	-	-	-
Town Deal RIBA Stage 3	1,527	372	(29)	-	344
A fair economy that works for everyone	4,587	3,412	(1,814)	3	1,601

Thriving communities

Budget 2023/24 and Future Years Approved at Council Feb 2022	Budget 2023/24 and Future Years Approved by Cabinet for the 9 months to December 2022	Slippage and reprofiling of budgets (to)/from 2022/23	Quarter 4 2022/23 Variations	Revised Budget 2023/24 and Future Years as at 31st March 2023
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-	-	-	-	-
-	-	4	-	4
-	60	-	-	60
-	-	-	-	-

1,000	1,902	100	-	2,002
-	75	-	-	75
-	-	2	-	2
-	-	-	-	-
-	5,184	(10)	-	5,174
-	495	300	-	795
-	1,000	1,186	-	2,186
-	4,306	-	-	4,306
-	4,347	4	-	4,351
-	2,146	-	-	2,146
-	2,917	-	-	2,917
-	1,210	-	-	1,210
-	11,797	-	-	11,797
-	1,348	199	-	1,548
-	-	-	-	-
-	(491)	29	-	(463)
1,000	36,296	1,814	-	38,110

Scheme Name	Budget 2022/23 Approved at Council Feb 2022	Budget 2022/23 Approved by Cabinet for the 9 months to December 2022	Slippage and reprofiling of budget (to)/from future years	Quarter 4 2022/23 Variations	Revised Budget 2022/23 as at 31st March 2023
Leisure Local	310	310	(310)	164	164
Kingsfold Community Centre Improvements	100	100	(82)	-	18
Lostock Hall Academy Grant		300	(300)	-	-
Fox Lane Sports and Social Club	-	218	(100)	-	118
Penwortham Priory Academy	-	180	(180)	-	-
Gregson Lane Community Centre Grant	-	300	(150)	-	150
Neighbourhood Improvements	350	360	(360)	220	220
St Mary's, Penwortham - Churchyard wall repairs	86	-	-	(1)	(1)
Thriving communities	846	1,768	(1,482)	383	669

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-	-	310	-	310
-	-	82	-	82
-	-	300	-	300
-	-	100	-	100
-	-	180	-	180
-	-	150	-	150
-	-	360	-	360
-	88	-	-	88
-	88	1,482	-	1,571

An exemplary council

Information Technology Programme

IT Unallocated Funding	383	368	(366)	-	2
Mobile Devices, Citrix, CCTV, Software and Cloud-based upgrades	870	807	(268)	-	540
Civic Centre conference centre hearing loop	35	35	(35)	-	-
Revenues and Benefits software	-	52	(52)	-	-
Single Sign On and Calendar Integration	-	-	-	-	-
ICT - Hardware	-	-	-	-	-
Network switching and wireless infrastructure	-	150	(72)	-	78
IT Programme Total	1,288	1,413	(793)	-	620

200	200	366	-	566
-	-	268	-	268
-	-	35	-	35
-	-	52	-	52
-	-	-	-	-
-	-	-	-	-
-	-	72	-	72
200	200	793	-	993

Scheme Name	Budget 2022/23 Approved at Council Feb 2022	Budget 2022/23 Approved by Cabinet for the 9 months to December 2022	Slippage and reprofiling of budget (to)/from future years	Quarter 4 2022/23 Variations	Revised Budget 2022/23 as at 31st March 2023
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Other non-ICT projects					
Air Quality Monitors	-	3	(3)	-	-
Corporate Buildings	200	147	15	-	161
Corporate Buildings - Civic Centre	50	100	(62)	-	38
Civic Centre 3rd Floor	50	-	-	-	-
Civic Centre New Entrance	150	-	-	-	-
Vehicles and Plant replacement programme	1,253	738	(668)	-	70
An exemplary council	2,991	2,401	(1,511)	-	890
Total	29,194	24,254	(11,130)	431	13,555

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-	-	3	-	3
200	200	(15)	-	185
50	50	62	-	112
-	50	-	-	50
-	150	-	-	150
588	1,103	668	-	1,771
1,038	1,753	1,511	-	3,264
28,651	67,010	11,130	41	78,181

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